

GENERAL SERVICES COMMITTEE
Minutes – January 22, 2013

Call to Order. Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, January 22, 2013 in Conference Room N-1, Fifth Floor, Courthouse-East.

Committee Members Present: Supervisors Owens, Brill, Collins and Heidenreich.

Committee Members Absent: Supervisor Nash.

Staff Members Present: Rob Leu, General Services Director; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Sherry Gunderson, Nursing Home Director; Phil Boutwell, Human Services Deputy Director; Captain Curt Fell, Sheriff's Office; Carl Varga, Courthouse Facilities Superintendent.

Others Present: Kevin Higgs and Brad Crook, The Samuels Group.

Approval of Agenda: Supervisor Heidenreich moved approval of the agenda as presented, second by Supervisor Collins. ADOPTED.

Citizen Participation. None.

Approval of Minutes. Supervisor Collins said there was an error on page two of the minutes under Jail Project, Update Report it should read "Mr. Crook said the punch list..." Supervisor Brill moved approval of the minutes of January 8, 2013 with this correction, second by Supervisor Collins. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances - 2012

HCC Building Complex	\$	3,878.67
Purchasing Inventory / Postage		683.39
General Services		5,297.28
Juvenile Detention Operations		33.45
Adolescent Services/ Guidance		18.90
Jail Capital Improvement		274.81

Bills/Encumbrances - 2013

Rock Haven Project	\$	3,169.87
HCC Building Complex		3,962.31
General Services		10,291.15
Glen Oaks Operations		18.90
Juvenile Detention Operations		13.56
Communications Center Operations		1,581.67
Jail Capital Improvement		50.12

Pre-Approved Encumbrance Amendments None.

Supervisor Collins moved approval of the above Bills/Encumbrances and Pre-Approved Encumbrances for the General Services Committee, second by Supervisor Heidenreich. ADOPTED.

Updates.

ADRC Project Mr. Boutwell handed out a progress report on the project and said the project is on schedule, things are going well and he is very pleased with the project.

Change Order Mr. Boutwell went over the Change Order Request for the additional electrical receptacle rough-ins in the amount of \$583.00.

Supervisor Collins moved approval of Change Order Request #1 in the amount of \$583.00, second by Supervisor Brill. ADOPTED.

Jail Project

Update Report Mr. Higgs said they still have a couple outstanding items with TriNorth.

Change Orders Mr. Higgs reported there are none at this time.

Rock Haven

Update Report Mr. Higgs reported the following:

Progress/Planned Activities: N1, N-2 and N-4 are in the punch list phase. Commons is in the final run of finishing and they are working through a few issues yet. The mezzanine stairs will have a mock-up done on a time and materials basis using the funds put aside previously (Change Order #20, Mr. Higgs thought) for this.

Change Orders Mr. Higgs reported the following:

Program Request #22 (COR#156) pertaining to the rated walls in the resident laundry areas for a cost of \$6,878.00; (COR#167) pertaining to a field directive to dispose of shrubs and trees along path of the newly installed storm sewer at existing Rock Haven Facility for a cost of \$487.00; (COR#168) pertaining to the flow and tamper switches for the sprinkler system for a cost of \$2,511.00; (COR#170) pertaining to VAV boxes for a cost of \$28,292.00; (COR#171) pertaining to toilet room ceilings in four rooms for a cost of \$414.00; (COR#175) pertaining to furnish and install freezer heat tape in kitchen equipment panel for a cost of \$514.00. For a total cost of \$39,096.00.

Supervisor Brill moved approval of Program Request #22 in the amount of \$39,096.00, second by Supervisor Heidenreich. ADOPTED.

Parking Lot Project

Update Report Mr. Leu said there is nothing new to report at this time.

Change Orders None.

Resolutions.

Authorizing Additional Funding and Amending Budget for Jail Diversion ASC Building Project

“**NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013, does hereby increase the Jail Diversion ASC Building project budget in the amount of \$24,000 with funds to come from excess Sales Tax monies and that the 2013 budget be amended as follows:

...”

Supervisor Brill moved approval of the resolution, second by Supervisor Collins.

ADOPTED.

Authorizing Purchase of Additional Technology Equipment and Amending Budget for Rock Haven Project

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013 that a Purchase Order for 5 Cisco Switches and associated components in the amount of \$28,300.25 is issued to Core BTS and that \$3,436.59 be allocated for 4 UPS units, 4 cabinet fans, and assorted cables for a total amount of \$31,736.84, with funds to come from the Rock Haven project contingency account.

BE IT FURTHER RESOLVED that the project contingency be increased in the amount of \$39,096 with funds to come from the Rock Haven Net Assets and that the 2013 budget be amended as follows:

...

BE IT FINALLY RESOLVED, that the General Services Committee be delegated the authority to approve all change orders fro the Rock Haven Facility Replacement Project and report any change orders over \$10,000 to the Rock County Board of Supervisors at its regularly scheduled meeting.”

Mr. Higgs said this is due to Arnold and O’Sheridan (A&O) not doing a proper calculation on the equipment needed, but we would have had to pay for the equipment regardless if A&O would have had it on their list or not.

Supervisor Brill moved approval of the resolution, second by Supervisor Collins.

ADOPTED.

Committee Approval of Jail Diversion Project Purchases of Carpet and Asbestos Survey. Moved by Supervisor Collins to approve the purchase of carpet and an asbestos survey for the Jail Diversion Project, second by Chair Owens. ADOPTED.

Communications, Announcements and Information. Mr. Leu said, due to Chair Owens being gone for 4 weeks he would like to move the mass notification on UW Rock County to March 12, 2013.

Adjournment. Supervisor Brill moved adjournment at 8:32 A.M., second by Supervisor Collins. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.